

**FY 2020 Proposed Budget
GENERAL FUND**

ACCT#	ACCOUNT NAME	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Proposed	% Change from FY19 to FY20	\$ Change from FY19 to FY20	
REVENUES									
TAXES AND FEES									
310-100	Real Estate (RE) Taxes - Current Year	\$1,276,243	\$1,384,146	\$1,509,379	\$1,655,424	\$1,808,225	9.23%	152,801.00	** .015 increase
310-110	RE Taxes - Prior Years	\$488	\$1,896	\$1,019					
310-115	RE Taxes Penalty & Interest	\$5,620	\$4,588	\$5,662					
310-116	RE Tax - Road Repair Fund - Current Year		\$89,794	\$97,630	\$99,325	\$105,333	6.05%	6,008.00	** Restricted use: Roads
310-200	Personal Property Tax - Current Year	\$224,646	\$226,122	\$213,830	\$235,000	\$220,000	-6.38%	(15,000.00)	* Assessment issue with gas stations
310-210	Personal Property Tax - Prior Years	\$3,404	\$9,223	\$105,158	\$4,000				
310-300	Personal Property Taxes Penalty & Interest	\$1,758	\$4,652	\$2,602					
310-301	Personal Property Taxes - Road Repair Fund		\$13,658	\$15,238	\$13,500	\$12,320	-8.74%	(1,180.00)	** Restricted use: Roads
310-302	PPT - Road Repair Fund- Prior Years		\$565	\$18,642					
310-400	Income Tax	\$379,538	\$374,482	\$381,103	\$375,000	\$375,000	0.00%	0.00	
310-500	Refuse and Recycling Collection Fee	\$72,170	\$72,170	\$72,170	\$72,170	\$97,945	35.71%	25,775.00	* 1031 houses *95
310-600	PSTD- RE Taxes								
310-600	PSTD- Personal Property Tax								
310-700	Admission & Amusement Tax		\$10	\$378					
TOTAL: TAXES AND FEES		\$1,963,867	\$2,181,306	\$2,422,811	\$2,454,419	\$2,618,823	6.70%	164,404.00	
LICENSES AND PERMITS									
323-100	Business Licenses	\$16,530	\$17,030	\$16,607	\$18,000	\$17,000	-5.56%	(1,000.00)	
323-115	Business Licenses - Late Fee	\$1,470	\$655	\$1,475					
323-150	Business Licenses - Prior Years	\$2,668		\$1,365	\$1,000	\$1,000	0.00%	0.00	
323-200	Traders Licenses	\$1,874	\$2,561	\$3,749	\$2,000	\$2,000	0.00%	0.00	
323-300	Building Permits	\$12,282	\$18,171	\$14,847	\$15,000	\$7,000	-53.33%	(8,000.00)	
323-400	Cable TV Fees - Comcast	\$15,680	\$15,632	\$15,486	\$15,600	\$15,600	0.00%	0.00	
323-401	Cable TV Fees - Verizon	\$33,515	\$33,068	\$31,935	\$33,000	\$33,000	0.00%	0.00	
323-500	Rental Licenses	\$58,204	\$52,220	\$61,848	\$61,500	\$61,500	0.00%	0.00	
323-600	Dumpster Permits	\$1,300	\$1,298	\$1,744	\$1,000	\$1,000	0.00%	0.00	
323-800	Portable Storage Permits	\$300	\$558	\$746	\$300	\$300	0.00%	0.00	
TOTAL: LICENSES & PERMITS		\$143,823	\$141,193	\$149,802	\$147,400	\$138,400	-6.11%	(9,000.00)	
INTERGOVERNMENTAL									
335-100	Police Aid	\$47,471	\$51,112	\$49,743	\$53,497	\$44,627	-16.58%	(8,870.00)	** Restricted use: Police
335-200	Disposal Fee Rebate	\$6,174	\$10,290	\$8,232	\$8,232	\$8,232	0.00%	0.00	
335-350	Police Protection Grants	(\$2,490)	\$2,385						
335-500	Highway User Fee		\$110,875	\$100,561	\$110,875	\$140,412	26.64%	29,537.00	** Restricted use: Roads
	GRANTS								
335-975	Safe Routes to School Grant		\$93,050						
335-976	Emergency Generator Bond Bill		\$54,335						
335-979	Maryland Smart Energy Communities			\$8,000					
TOTAL: INTERGOVERNMENTAL		\$51,155	\$322,047	\$166,536	\$172,604	\$193,271	11.97%	20,667.00	

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SERVICE CHARGES								
361-100	Pedestrian Bridge Reimbursement	\$217	\$1,045	\$1,323	\$2,700	\$2,000	-25.93%	(700.00)
361-200	Van Fares	\$-	\$6	\$135	\$-			
TOTAL: SERVICE CHARGES		\$217	\$1,051	\$1,458	\$2,700	\$2,000	-25.93%	(700.00)
FINES AND FORFEITURES								
362-100	Police Department	\$49,684	\$58,284	\$58,277	\$53,000	\$55,000	3.77%	2,000.00
362-110	Speed Camera				\$30,000	\$20,000	-33.33%	(10,000.00)
362-200	Code Compliance Fines	\$400	\$4,675	\$8,760	\$10,000	\$5,000	-50.00%	(5,000.00)
362-210	Code Lien Paid- Current Year	\$3,700		\$24,938				
362-211	Code Lien Paid- Prior Year	\$5,350	\$1,975	\$19,888				
362-212	Code Lien Interest	\$206	\$111	\$8,519				
362-222	Code Lien - Other - Paid	\$25						
362-232	Code Fine - Clean Lot	\$50						
362-236	Code Fine - Rentals	\$5,000						
362-237	Code Fine - Roll-Off & Pod Permits	\$190						
362-238	Code Fine - Other	\$700						
362-239	Code Compliance Abatement		\$100	\$-				
TOTAL: FINES & FORFEITURES		\$65,305	\$65,145	\$120,382	\$93,000	\$80,000	-13.98%	(13,000.00)
MISCELLANEOUS								
370-110	Interest & Dividend Income	\$16,463	\$14,592	\$18,037	\$15,000	\$15,000	0.00%	0.00
370-200	Town Center Rental	\$7,879	\$5,895	\$5,616	\$10,000	\$5,000	-50.00%	(5,000.00)
370-300	Recycling	\$642	\$993	\$809	\$1,000	\$1,000	0.00%	0.00
370-301	Appliance Pick-up	\$435	\$415	\$614	\$300	\$300	0.00%	0.00
370-303	Bulk Trash Pick up		\$160	\$229				0.00
370-400	Sales of bags, copying & faxing	\$222	\$768	\$431	\$750	\$100	-86.67%	(650.00)
370-500	Other	\$3,009	\$23,086	\$5,225	\$2,400	\$2,000	-16.67%	(400.00)
370-550	Police Dept. - Miscellaneous	\$4,132	\$3,603	\$2,686	\$3,000	\$3,000	0.00%	0.00
370-600	Advertising in Bulletin	\$2,786	\$8,576	\$5,946	\$4,000	\$4,000	0.00%	0.00
370-700	Sale of Assets	\$13,658	\$1,341	\$221	\$2,000	\$2,000	0.00%	0.00
370-800	Cable TV PEG Grant - Comcast		\$9,379	\$9,291	\$9,400	\$9,400	0.00%	0.00
370-801	Cable TV PEG Grant - Verizon		\$21,031	\$20,311	\$21,000	\$21,000	0.00%	0.00
370-912	Insurance Recovery Proceeds		\$4,357	\$36,426				0.00
370-913	Greenbelt Station South Core Fee	\$102,444	\$200,400	\$152,304	\$230,000	\$150,000	-34.78%	(80,000.00)
TOTAL: MISCELLANEOUS		\$151,670	\$294,596	\$258,146	\$298,850	\$212,800	-28.79%	(86,050.00)
TOTAL RECEIPTS		\$2,376,037	\$3,005,338	\$3,119,135	\$3,168,973	\$3,245,294	2.41%	76,321.00

** Restricted use: Cable
** Restricted use: Cable

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FUND BALANCE								
301-100	Fund Balance - Operating Budget				\$125,968		-100.00%	(125,968.00)
	Fund Balance - Operating Budget for New PO					\$81,050		81,050.00
301-300	Fund Balance - Capital Projects & Purchases				\$66,000	\$44,200	-33.03%	(21,800.00)
301-401	Reserve - Vehicle Replacement				\$30,000			
301-402	Reserve - Infrastructure Improvement				\$1,147,490			
301-403	Reserve - PEG Cable TV							
301-404	Reserve - Public Safety (Speed Camera)			\$39,315				
	TOTAL: FUND BALANCE & RESERVES	\$0	\$0	\$39,315	\$1,369,458	\$125,250	0.00%	

* To balance budget
* Cost of New Officer
*Total of capital items purchased

TOTAL REVENUES	\$2,376,037	\$3,005,338	\$3,158,450	\$4,538,431	\$3,370,544	-25.73%	(1,167,887.00)
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Capital Items to be purchased

* New Police Car \$44,200

TOTAL REVENUE: \$3,370,544
RESTRICTED: CABLE -\$30,400
RESTRICTED: ROADS -\$258,065
RESTRICTED: POLICE -\$44,627 (333,092.00)
TOTAL UNRESTRICTED 3,037,452.00

**** Restricted use: Cable**

Comcast Peg funds Recvd = 370-800 \$9,400
Verizon PEG Funds Recvd = 370-801 \$21,000 \$30,400
(Total cost of Cable operations) -\$30,400
Balance transfer into cable Reserve account \$0

**** Restricted use: Road**

Total Highway User Revenue = 335-500 \$140,412
Total of RE Road Tax = 310-100 \$105,333
Total of PPT Road Tax= 310-301 \$12,320 \$258,065
(street repairs materials = 340-048 -\$7,000
(street projects & repairs = 340-049 -\$20,000
(street signs & traffic control = 340-050 -\$7,000
(Infra. Imp. Road repairs = 571-002) -\$224,065 (\$258,065)
Balance transfer into Infrastructure Reserve acct. \$0

**** Restricted use: Police**

State Aid Police Protection \$44,627
Total PD expenses -\$974,100
To be paid from General Fund (\$929,473)

EXPENSES	Fy 19 adopted	Fy 20 proposed	\$ change
GENERAL GOV.	\$446,209	\$504,004	57,795.00
POLICE	\$755,600	\$938,750	183,150.00
CODE	\$145,770	\$156,320	10,550.00
PUBLIC WORKS	\$769,600	\$817,170	47,570.00
RECREATION	\$37,900	\$34,450	(3,450.00)
CABLE	\$30,400	\$30,400	0.00
MISC.	\$476,650	\$511,235	34,585.00
CAPITAL OPER.	\$80,144	\$109,215	29,071.00
SUBTOTAL	\$2,742,273	\$3,101,544	359,271.00
CAPITAL FUND	\$1,437,365	\$269,000	(1,168,365.00)
TOTAL EXPENSES	\$4,179,638	\$3,370,544	
LESS BOND	(\$1,147,490)	\$0	
	\$3,032,148	\$3,370,544	(338,396.00)

VEHICLES RESERVE TRANSFER 250,003

PW Vehicles to be purchased

Trash truck (\$205,000)
Pick up Truck (\$45,003) (\$250,003)

0

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**GENERAL GOVERNMENT
MAYOR and COUNCIL**

110-015	Council Conventions & Training	\$5,407	\$8,635	\$6,073	\$7,500	\$8,500	13.33%	1,000.00
110-016	Council Public Relations	\$1,574	\$1,235	\$268	\$1,000	\$1,000	0.00%	0.00
110-017	Education	\$2,312		\$3,352	\$4,500	\$4,000	-11.11%	(500.00)
110-019	Council Stipends	\$14,500	\$14,750	\$16,000	\$15,000	\$15,000	0.00%	0.00
110-021	Miscellaneous	\$637	\$652	\$1,138	\$500	\$500	0.00%	0.00
110-029	Council Communications			\$71	\$500	\$500	0.00%	0.00
TOTAL: MAYOR and COUNCIL		\$24,430	\$25,272	\$26,902	\$29,000	\$29,500	1.72%	500.00

TOWN ADMINISTRATION

130-001	Salaries	\$227,215	\$237,583	\$246,104	\$265,000	\$306,874	15.80%	41,874.00
130-003	Temporary Services	\$12,699		\$884				
130-004	FICA	\$17,430	\$19,415	\$19,835	\$21,500	\$23,100	7.44%	1,600.00
	Subtotal: Personnel	\$257,344	\$256,998	\$266,823	\$286,500	\$329,974	15.17%	43,474.00
130-007	Office Supplies	\$5,577	\$4,798	\$4,164	\$4,700	\$5,000	6.38%	300.00
130-008	Postage	\$1,071	\$1,400	\$1,553	\$1,600	\$1,500	-6.25%	(100.00)
130-009	Bulletin	\$22,792	\$23,192	\$23,794	\$23,000	\$23,000	0.00%	0.00
130-010	Repairs & Maintenance	\$1,324	\$-	\$-	\$1,000	\$1,000	0.00%	0.00
130-011	Audit Services	\$22,117	\$18,689	\$16,336	\$13,000	\$13,000	0.00%	0.00
130-012	Legal Expenses	\$6,855	\$6,325	\$2,895	\$7,000	\$7,000	0.00%	0.00
130-014	Elections- Ballots & Supplies	\$1,609		\$1,368		\$1,600		1,600.00
130-015	Dues and Conferences	\$3,255	\$4,769	\$5,245	\$6,000	\$8,000	33.33%	2,000.00
130-016	Public Relations	\$2,434	\$715	\$597	\$2,500	\$2,500	0.00%	0.00
130-017	Training and Seminars	\$1,660	\$2,471	\$1,553	\$2,000	\$2,000	0.00%	0.00
130-018	Travel	\$175	\$1,282	\$880	\$1,000	\$1,000	0.00%	0.00
130-020	Network/Software Support	\$10,502	\$1,057	\$480		\$500		500.00
130-021	Miscellaneous	\$3,687	\$5,247	\$1,543	\$3,500	\$3,500	0.00%	0.00
130-023	Books & Periodicals		\$882	\$165	\$500	\$500	0.00%	0.00
130-024	Copier Rental & Maintenance	\$4,208	\$5,083	\$2,374	\$5,100	\$4,000	-21.57%	(1,100.00)
130-025	Payroll Processing Fees	\$3,007	\$3,736	\$4,378	\$3,500	\$3,500	0.00%	0.00
130-028	Gasoline & Oil		\$607	\$588	\$1,000	\$1,000	0.00%	0.00
130-032	Communications	\$335	\$897	\$1,198	\$1,000	\$1,500	50.00%	500.00
130-035	Capital Equipment > \$500	\$4,005	\$1,029	\$580	\$8,000	\$4,000	-50.00%	(4,000.00)
130-086	Town Council Dues	\$4,884	\$5,210	\$3,821	\$5,259	\$5,300	0.78%	41.00
130-087	Law Books Subscription	\$2,531		\$1,520	\$1,750	\$1,500	-14.29%	(250.00)
	Staff Summary	3 F/T; 2 P/T	3 F/T; 2 P/T	3 F/T; 1P/T	4 F/T	3 F/T ; 2P/T		
TOTAL: ADMINISTRATION		\$359,372	\$344,387	\$341,855	\$377,909	\$420,874	11.37%	42,965.00

* Included Public Aide and staff changes

*Election year

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ACCT#	ACCOUNT NAME	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Proposed	% Change from FY19 to FY20	\$ Change from FY19 to FY20
MUNICIPAL BUILDING								
170-001	Wages	\$7,977						
170-004	FICA	\$634						
	Subtotal: Personnel	\$8,611	\$0	\$0	\$0	\$0		
170-010	Repairs & Maintenance	\$2,717	\$4,192	\$4,678	\$5,500	\$5,500	0.00%	0.00
170-021	Miscellaneous	\$458	\$248					
170-026	Electricity	\$3,311	\$3,270	\$4,498	\$3,500	\$3,500	0.00%	0.00
170-027	Water & Sewer	\$409	\$409	\$932	\$500	\$500	0.00%	0.00
170-028	Gas	\$694	\$893	\$776	\$1,100	\$1,000	-9.09%	(100.00)
170-030	Custodial Supplies	\$386	\$243	\$161	\$200	\$500	150.00%	300.00
170-031	Improvements of Grounds		\$273			\$2,000		2,000.00
170-032	Telephone	\$3,542	\$2,559	\$2,643	\$2,800	\$3,000	7.14%	200.00
170-033	Capital Outlay - Building					\$8,000		8,000.00
170-036	Hospitality	\$405	\$395	\$540	\$1,500	\$1,000	-33.33%	(500.00)
	Staff Summary	1 P/T	0 P/T	0 P/T	0 P/T			
TOTAL: MUNICIPAL BUILDING		\$20,533	\$12,482	\$14,228	\$15,100	\$25,000	65.56%	9,900.00
TOWN CENTER								
190-001	Wages	\$7,978						
190-004	FICA	\$634						
	Subtotal: Personnel	\$8,612	\$0	\$0	\$0	\$0		
190-010	Repairs & Maintenance	\$10,617	\$13,320	\$19,495	\$11,000	\$15,030	36.64%	4,030.00
190-021	Miscellaneous	\$1,009	\$680	\$276	\$400	\$500	25.00%	100.00
190-026	Electricity	\$6,608	\$5,511	\$5,702	\$6,500	\$6,500	0.00%	0.00
190-027	Water & Sewer	\$348	\$1,160	\$1,952	\$1,200	\$1,200	0.00%	0.00
190-028	Gas	\$2,870	\$2,919	\$3,113	\$3,500	\$3,500	0.00%	0.00
190-030	Custodial Supplies	\$645	\$280	\$312	\$200	\$500	150.00%	300.00
190-032	Telephone	\$1,009	\$1,137	\$1,322	\$1,400	\$1,400	0.00%	0.00
	Staff Summary	1 P/T	0 P/T	0 P/T	0 P/T			
TOTAL: TOWN CENTER		\$31,718	\$25,007	\$32,172	\$24,200	\$28,630	18.31%	4,430.00
TOTAL: GENERAL GOVERNMENT		\$436,053	\$407,148	\$415,157	\$446,209	\$504,004	12.95%	57,795.00

* More TP
* Landscaping impv.
* Carpet

* Maintenance back log
* More TP

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PUBLIC SAFETY								
POLICE DEPARTMENT								
210-001	Salaries & Wages	\$412,863	\$426,183	\$419,854	\$495,000	\$590,900	19.37%	95,900.00
210-002	Overtime Wages	\$19,447	\$18,361	\$19,245	\$25,000	\$25,000	0.00%	0.00
210-003	Shift Differential	\$11,429	\$7,704	\$6,279	\$11,000	\$11,000	0.00%	0.00
210-004	FICA	\$36,145	\$36,710	\$35,250	\$38,500	\$44,700	16.10%	6,200.00
210-009	Locality Pay	\$4,800	\$4,708	\$2,400	\$4,800	\$4,800	0.00%	0.00
	Subtotal: Personnel	\$484,684	\$493,666	\$483,028	\$574,300	\$676,400	17.78%	102,100.00
210-007	Supplies	\$5,138	\$7,208	\$5,077	\$6,500	\$6,500	0.00%	0.00
210-008	Postage	\$852	\$1,364	\$1,255	\$1,000	\$1,000	0.00%	0.00
210-010	Vehicle Repairs	\$11,163	\$14,677	\$16,055	\$18,000	\$18,000	0.00%	0.00
210-011	Vehicle Preventive Maintenance	\$1,177	\$1,801	\$1,446	\$2,000	\$2,000	0.00%	0.00
210-012	Maintenance & Repairs	\$2,543	\$1,542	\$1,651	\$2,000	\$2,000	0.00%	0.00
210-015	Dues & Conferences	\$1,959	\$3,864	\$1,398	\$4,000	\$4,000	0.00%	0.00
210-016	Public Relations	\$721	\$1,837	\$1,834	\$5,000	\$5,000	0.00%	0.00
210-017	Training & Seminars	\$2,079	\$1,660	\$7,555	\$6,000	\$6,000	0.00%	0.00
210-018	Travel		\$1,500	\$1,200				0.00
210-020	Network/Software Support	\$2,991	\$1,052	\$1,797	\$2,000	\$2,000	0.00%	0.00
210-021	Miscellaneous	\$3,562	\$2,886	\$3,700	\$3,000	\$3,000	0.00%	0.00
210-023	Books & Periodicals	\$671	\$1,342	\$1,805	\$600	\$600	0.00%	0.00
210-024	Copier Rental & Maintenance	\$2,027	\$4,210	\$2,402	\$3,000	\$3,000	0.00%	0.00
210-026	Electricity	\$3,320	\$3,968	\$4,520	\$4,000	\$4,000	0.00%	0.00
210-028	Gasoline & Oil	\$19,755	\$20,583	\$19,758	\$22,000	\$22,000	0.00%	0.00
210-029	Communications	\$12,490	\$11,509	\$10,333	\$13,000	\$13,000	0.00%	0.00
210-032	Telephone	\$4,087	\$3,156	\$1,104	\$1,400	\$1,400	0.00%	0.00
210-035	Capital Outlay >\$500	\$5,108	\$18,174	\$10,032	\$10,000	\$10,000	0.00%	0.00
210-036	Police Station Rent	\$20,935	\$20,935	\$20,935	\$24,000	\$24,000	0.00%	0.00
210-037	Ammunition	\$2,396	\$2,398	\$2,971	\$2,400	\$2,400	0.00%	0.00
210-038	Uniforms	\$13,875	\$10,550	\$11,549	\$13,500	\$13,500	0.00%	0.00
210-050	National Night Out	\$2,821	\$3,234	\$4,433	\$4,000	\$4,000	0.00%	0.00
210-052	Secret Service Reimbursement		(\$913)					0.00
210-053	Speed Camera Administration	\$3,504	\$9,394	\$8,286	\$20,000	\$20,000	0.00%	0.00
	Staff Summary	8 F/T; 1 P/T	8 F/T; 1 P/T	8 F/T; 1 P/T	8 F/T; 1 P/T	8 F/T; 1 P/T		
TOTAL: POLICE DEPARTMENT		\$611,219	\$641,597	\$624,124	\$741,700	\$843,800		102,100.00
PUBLIC SAFETY MISCELLANEOUS								
211-076	Emergency Preparedness/Neighborhood Watch	\$492	\$3,000	\$1,434	\$3,900	\$3,900	0.00%	0.00
211-090	BH VFD		\$10,000		\$10,000	\$10,000	0.00%	0.00
TOTAL: PUBLIC SAFETY MISC.		\$492	\$13,000	\$1,434	\$13,900	\$13,900	0.00%	0.00
ADDITIONAL POLICE OFFICER COST								
210-001	Salaries & Wages (certified officer/ Private)					\$30,850		30,850.00
210-002	Overtime Wages					\$2,500		2,500.00
210-003	Shift Differential					\$2,000		2,000.00
210-038	uniforms					\$1,500		1,500.00
	new police car					\$44,200		44,200.00
TOTAL ADDITIONAL POLICE OFFICER COST		\$0	\$0	\$0	\$0	\$81,050		81,050.00
TOTAL: PUBLIC SAFETY		\$611,219	\$641,597	\$624,124	\$755,600	\$938,750	19.51%	183,150.00

* includes promotions

**FY 2020 Proposed Budget
GENERAL FUND**

ACCT#	ACCOUNT NAME	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Proposed	% Change from FY19 to FY20	\$ Change from FY19 to FY20
CODE COMPLIANCE OFFICE								
CODE ENFORCEMENT								
220-001	Salaries	\$58,207	\$58,260	\$58,136	\$66,000	\$106,000	60.61%	40,000.00
220-003	Wages - Part Time	\$17,747	\$28,657	\$30,518	\$46,000	\$15,300	-66.74%	(30,700.00)
220-004	FICA	\$6,781	\$5,917	\$5,763	\$9,500	\$9,220	-2.95%	(280.00)
	Subtotal: Personnel	\$82,735	\$92,834	\$94,417	\$121,500	\$130,520	7.42%	9,020.00
220-007	Supplies	\$315	\$892	\$1,530	\$1,000	\$1,000	0.00%	0.00
220-008	Postage	\$1,327	\$1,435	\$1,155	\$1,500	\$1,500	0.00%	0.00
220-010	Vehicle Repairs	\$33	\$1,014		\$1,400	\$1,400	0.00%	0.00
220-011	Vehicle Preventive Maintenance	\$702		\$28	\$100	\$100	0.00%	0.00
220-015	Dues & Conferences	\$50			\$1,500	\$1,500	0.00%	0.00
220-016	Public Relations		\$50	\$25	\$400	\$400	0.00%	0.00
220-017	Training & Seminars	\$250	\$25	\$325	\$2,000	\$2,000	0.00%	0.00
220-018	Travel		\$-					0.00
220-020	Network/Software Support	\$4,827	\$6,106	\$6,339	\$6,200	\$7,000	12.90%	800.00
220-021	Miscellaneous	\$726	\$81	\$735		\$1,000		1,000.00
220-023	Books & Periodicals				\$420	\$400	-4.76%	(20.00)
220-028	Gasoline & Oil	\$1,016	\$1,109	\$839	\$1,200	\$1,000	-16.67%	(200.00)
220-029	Communication	\$2,257	\$2,573	\$3,243	\$2,600	\$3,000	15.38%	400.00
220-032	Telephone	\$711	\$1,304					0.00
220-034	Capital Outlay <\$500	\$83						0.00
220-035	Capital Outlay >\$500	\$626			\$1,500	\$3,000	100.00%	1,500.00
220-038	Uniforms	\$270	\$757	\$245	\$450	\$500	11.11%	50.00
	Staff Summary	1 F/T; 3 P/T	1 F/T; 3 P/T	1 F/T; 3P/T	1 F/T; 3 P/T	2 F/T; 1 P/T		
	TOTAL: CODE ENFORCEMENT	\$95,928	\$108,180	\$108,881	\$141,770	\$154,320	8.85%	12,550.00
VAN PROGRAM								
221-001	Salaries & Wages	\$15						
221-010	Vehicle Repairs	\$200	\$911	\$1,472	\$1,300	\$700	-46.15%	(600.00)
221-011	Vehicle Preventive Maintenance	\$1,360		\$295	\$700	\$300	-57.14%	(400.00)
221-028	Gasoline & Oil	\$121		\$135	\$2,000	\$1,000	-50.00%	(1,000.00)
	TOTAL: VAN PROGRAM	\$1,696	\$911	\$1,902	\$4,000	\$2,000	-50.00%	(2,000.00)
	TOTAL: CODE COMPLIANCE	\$97,624	\$109,091	\$110,783	\$145,770	\$156,320	7.24%	10,550.00

* Additional software

* Code Study

**FY 2020 Proposed Budget
GENERAL FUND**

ACCT#	ACCOUNT NAME	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Proposed	% Change from FY19 to FY20	\$ Change from FY19 to FY20
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**PUBLIC WORKS DEPARTMENT
PUBLIC WORKS BUILDING**

310-007	Supplies	\$4,145	\$2,234	\$2,830	\$3,000	\$3,000	0.00%	0.00
310-010	Building Maintenance & Repairs	\$3,801	\$1,639	\$6,192	\$4,700	\$4,700	0.00%	0.00
310-020	Network/Software Support	\$987	\$814					
310-026	Electricity	\$2,942	\$3,171	\$2,948	\$3,500	\$3,000	-14.29%	(500.00)
310-027	Water & Sewer	\$793	\$836	\$583	\$1,000	\$1,000	0.00%	0.00
310-028	Gas	\$1,771	\$1,724	\$1,408	\$3,000	\$3,000	0.00%	0.00
310-029	Communications	\$2,029	\$1,707	\$2,437	\$2,500	\$2,500	0.00%	0.00
310-032	Telephone	\$2,896	\$2,292	\$1,397	\$1,400	\$1,400	0.00%	0.00
310-035	Capital Outlay >\$500	\$3,556	\$4,212	\$1,858	\$2,000	\$7,000	250.00%	5,000.00
310-041	Equipment	\$2,562	\$80	\$1,127	\$2,500	\$2,500	0.00%	0.00
310-042	Tools	\$2,039	\$358	\$1,481	\$3,000	\$3,000	0.00%	0.00
TOTAL: PUBLIC WORKS BLDG		\$27,521	\$19,067	\$22,261	\$26,600	\$31,100	16.92%	4,500.00

* Gutter/ soffit repairs

STREETS & SANITATION

340-001	Salaries - Full-Time	\$275,797	\$267,171	\$294,043	\$346,000	\$347,220	0.35%	1,220.00
340-002	Overtime Wages	\$23,271	\$9,417	\$17,370	\$15,000	\$15,000	0.00%	0.00
340-003	Wages - Part-Time	\$24,051	\$19,616	\$41,360	\$57,000	\$73,350	28.68%	16,350.00
340-004	FICA	\$24,253	\$23,179	\$26,381	\$31,000	\$31,000	0.00%	0.00
	Subtotal: Personnel	\$347,372	\$319,383	\$379,154	\$449,000	\$466,570	3.91%	17,570.00
340-007	Supplies	\$4,078	\$6,621	\$3,659	\$4,000	\$4,000	0.00%	0.00
340-008	Postage	\$163	\$60		\$100	\$100	0.00%	0.00
340-009	Temporary Help Service	\$1,336	\$30,977	\$9,934	\$4,000	\$4,000	0.00%	0.00
340-010	Vehicle Repairs	\$32,140	\$53,732	\$63,058	\$34,000	\$49,000	44.12%	15,000.00
340-011	Vehicle Preventive Maintenance	\$9,222	\$13,687	\$4,002	\$14,000	\$14,000	0.00%	0.00
340-015	Dues & Conferences	\$776	\$1,432	\$1,740	\$2,000	\$3,000	50.00%	1,000.00
340-017	Training & Seminars	\$912		\$2,117	\$6,000	\$6,000	0.00%	0.00
340-018	Travel		\$525		\$500	\$500	0.00%	0.00
340-021	Miscellaneous	\$1,896	\$2,080	\$1,477	\$1,200	\$1,200	0.00%	0.00
340-022	Employee Recognition Incentives	\$780	\$352	\$926	\$1,000	\$1,000	0.00%	0.00
340-023	Books & Periodicals	\$299	\$299	\$1,255	\$500	\$500	0.00%	0.00
340-028	Gasoline & Oil	\$21,439	\$17,864	\$22,672	\$25,000	\$25,000	0.00%	0.00
340-035	Capital Outlay >\$500		\$1,445	\$96	\$1,000	\$1,000	0.00%	0.00
340-038	Uniforms	\$8,410	\$9,311	\$11,790	\$12,000	\$12,000	0.00%	0.00
340-040	PW Abatement	\$44						
340-041	Equipment & Equipment Rental	\$7,070	\$1,650	\$2,766	\$8,000	\$8,000	0.00%	0.00
340-043	Recycling Program	\$389						
340-044	Solid Waste Disposal Fees	\$77,348	\$85,101	\$91,274	\$79,000	\$79,000	0.00%	0.00
340-045	Leaf Collection	\$5,666	\$4,923	\$16,178	\$8,000	\$8,000	0.00%	0.00
340-046	Mosquito Control	\$804	\$777		\$1,200	\$1,200	0.00%	0.00
340-047	Snow & Ice Removal	\$9,039	\$8,310	\$1,724	\$7,000	\$7,000	0.00%	0.00
340-048	Street Repair Materials	\$1,854	\$2,447	\$1,184	\$7,000	\$7,000	0.00%	0.00
340-049	Street Projects & Repairs		\$15,703	\$10,501	\$20,000	\$20,000	0.00%	0.00
340-050	Street Signs & Traffic Control	\$5,938	\$2,824	\$5,214	\$7,000	\$7,000	0.00%	0.00

* Addtl seasonal employee

* Enhancement/ Fleet maintenance

**FY 2020 Proposed Budget
GENERAL FUND**

ACCT#	ACCOUNT NAME	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Proposed	% Change from FY19 to FY20	\$ Change from FY19 to FY20	
STREETS & SANITATION Cont.									
340-053	Pedestrian Bridge	\$235	\$1,122	\$802	\$2,500	\$2,000	-20.00%	(500.00)	
340-054	Urban Forest	\$5,441	\$8,500	\$7,740	\$6,000	\$16,000	166.67%	10,000.00	* urban forest
340-055	Recycling Supplies	\$2,532	\$70	\$2,000	\$2,000	\$2,000	0.00%	0.00	
340-086	Pontiac Field Maintenance			\$241				0.00	
340-090	Recreation Council Events	\$1,365	\$1,321	\$1,800	\$1,800	\$1,800	0.00%	0.00	
	Staff Summary	9 F/T; 1 P/T	8 F/T; 2 P/T	8 F/T; 2 P/T	8 F/T; 2 P/T	7 F/T; 3 P/T,			
TOTAL: STREET & SANITATION		\$546,548	\$590,516	\$643,304	\$703,800	\$746,870	6.12%	43,070.00	
STREET LIGHTING									
342-055	Street Lighting	\$34,651	\$42,792	\$34,231	\$39,000	\$39,000	0.00%	0.00	
342-056	School Flasher	\$178	\$133		\$200	\$200	0.00%	0.00	
TOTAL: STREET LIGHTING		\$34,829	\$42,925	\$34,231	\$39,200	\$39,200	0.00%	0.00	
TOTAL: PUBLIC WORKS		\$608,898	\$652,508	\$699,796	\$769,600	\$817,170	6.18%	47,570.00	
RECREATION									
540-007	Pop's Park Supplies	\$4,241	\$1,206	\$5,202	\$3,000	\$3,000	0.00%	0.00	
540-008	Postage	\$74	\$50	\$-				0.00	
540-010	Pop's Park Maintenance & Repairs		\$614	\$1,280	\$1,550	\$1,550	0.00%	0.00	
540-019	Volunteer Appreciation Dinner	\$1,000	\$1,914	\$0	\$1,000	\$1,500	50.00%	500.00	
540-021	Miscellaneous		\$10	\$2,957	\$700	\$500	-28.57%	(200.00)	
540-053	Berwyn Heights Historical Committee	\$999	\$2,175	\$2,383	\$2,000	\$2,000	0.00%	0.00	
540-058	Recreation Council & Special Events	\$7,620	\$9,735	\$9,304	\$13,400	\$13,400	0.00%	0.00	
540-060	Playground Supplies			\$252	\$250	\$250	0.00%	0.00	
540-061	Playground Utilities	\$160	\$214	\$214	\$450	\$450	0.00%	0.00	
540-062	Sports Park	\$250	\$3,419	\$2,811	\$5,800	\$5,800	0.00%	0.00	
540-064	Pontiac Field			\$168	\$3,000	\$3,000	0.00%	0.00	
540-065	Green Team				\$2,750	\$3,000	9.09%	250.00	
540-070	PRECA Assistant			\$2,430	\$4,000			(4,000.00)	
TOTAL: PARKS & RECREATION		\$14,344	\$19,337	\$27,001	\$37,900	\$34,450	-9.10%	(3,450.00)	
CABLE									
550-010	Repairs & Maintenance	\$350	\$420	\$1,825	\$2,000	\$2,000	0.00%	0.00	
550-015	I-Net Participation Fee	\$4,462	\$3,213	\$3,850	\$5,400	\$5,800	7.41%	400.00	
550-021	Miscellaneous	\$551	\$725		\$400	\$400	0.00%	0.00	
550-035	Capital Outlay - Equipment >\$500	\$12,200	\$6,609	\$1,029	\$2,100	\$1,500	-28.57%	(600.00)	
550-043	Wages for Operators/Programmers			\$13,000	\$16,000	\$16,200	1.25%	200.00	
550-044	Video Live Streaming - Granicus			\$4,500	\$4,500	\$4,500	0.00%	0.00	
550	Cable TV Other	(\$17,563)						0.00	
	Staff Summary			2 P/T	2 P/T	2 P/T			
TOTAL: CABLE		\$0	\$10,967	\$24,204	\$30,400	\$30,400	0.00%	0.00	

**FY 2020 Proposed Budget
GENERAL FUND**

ACCT#	ACCOUNT NAME	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Proposed	% Change from FY19 to FY20	\$ Change from FY19 to FY20	
MISCELLANEOUS									
560-020	Network/Software Support		\$15,500	\$17,834	\$18,000	\$24,000	33.33%	6,000.00	
560-025	Credit Card Acceptance Fees & Equipment		\$621	\$644	\$750	\$750	0.00%	0.00	
560-061	Unemployment Compensation	\$2,051	\$6,485	\$9,567	\$9,000	\$10,000	11.11%	1,000.00	
560-062	General Liability and Property	\$29,358	\$28,907	\$29,538	\$35,000	\$35,000	0.00%	0.00	
560-064	Worker's Compensation	\$62,237	\$61,264	\$47,577	\$72,500	\$65,000	-10.34%	(7,500.00)	
560-065	Public Officials Bond	\$635	\$900		\$1,100	\$700	-36.36%	(400.00)	
560-066	Employee Recognition Award	\$1,614	\$1,742	\$2,678	\$1,800	\$3,000	66.67%	1,200.00	* Holiday Bonus
560-067	Miscellaneous Benefits	\$3,876	\$3,232	\$14,155	\$10,000	\$10,000	0.00%	0.00	
560-068	Employee Merit Increases	\$28,665	\$36,638			\$38,185			* 2% merit increase based on evaluation
560-069	Tuition Reimbursement	\$1,000							
560-071	Health Insurance	\$97,367	\$108,451	\$132,558	\$145,000	\$131,000	-9.66%	(14,000.00)	* Current plan
560-072	4-Cities Street Sweeper	\$19,952	\$13,075	\$26,931	\$19,000	\$19,000	0.00%	0.00	
560-075	MD State Pension Plan Annual Contribution	\$83,195	\$75,043	\$92,249	\$105,000	\$106,000	0.95%	1,000.00	
560-078	HRA Reimbursement Fund	\$11,441	(2,973)						
560-079	HRA Reimbursement Fund Admin. Fee	\$915							
560-080	MD State Pension Administration Fee	\$3,542	\$3,978	\$4,172	\$5,000	\$3,800	-24.00%	(1,200.00)	
560-081	Dental Insurance	\$5,052	\$8,661	\$9,407	\$10,000	\$10,000	0.00%	0.00	
560-082	Vision Insurance	\$6,285	\$6,313	\$6,397	\$9,000	\$4,500	-50.00%	(4,500.00)	
560-083	Custodial Services (4 Town Facilities)		\$11,199	\$13,053	\$12,000	\$12,000	0.00%	0.00	
560-084	Life Insurance				\$0	\$4,800		4,800.00	
560-091	Animal Study	\$8,000	\$8,000						
560-092	Health Insurance Offset	\$12,076	\$8,923	\$8,384	\$12,000	\$12,000	0.00%	0.00	
560-094	Human Resources Consulting	\$20,778							
560-095	Website Services	\$3,650	\$1,515	\$1,500	\$1,500	\$1,500	0.00%	0.00	
560-096	Urban Forest Activities	\$20,690							
560-097	Strategic Planning Workshop Facilitation		\$3,498						
560-098	Consultant Services			\$8,760					
560-099	Employee Wellness Initiative				\$10,000	\$10,000	0.00%	0.00	
560-100	Digitalization of Documents					\$2,000		2,000.00	* Digital Documents
560-101	Vacation Attrition					\$6,000		6,000.00	* Payout fund enhancement
560-102	Welcome Sign - Design phase					\$2,000		2,000.00	
TOTAL: MISCELLANEOUS		\$422,379	\$400,972	\$425,404	\$476,650	\$511,235	6.76%	34,585.00	
Subtotal: Operating						\$2,992,329			

**FY 2020 Proposed Budget
GENERAL FUND**

ACCT#	ACCOUNT NAME	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Proposed	% Change from FY19 to FY20	\$ Change from FY19 to FY20
CAPITAL PROJECTS: OPERATING								
570-001	Telephone System		\$17,503					
570-019	Town Hall Museum Improvements		\$1,526					
570-020	Town Hall HVAC		\$15,640					
570-006	Police Vehicles & Equipment	\$34,881	\$-			\$0		0.00
570-008	Allocated for Vehicle Equipment Replacement Reserve Fund	(\$58,600)	\$93,400		\$80,144	\$106,215	32.53%	26,071.00
570-009	Public Works Equipment					\$3,000		
Subtotal: Capital Projects - Operating		(\$23,719)	\$128,069	\$0	\$80,144	\$109,215	36.27%	29,071.00
TOTAL CAPITAL PROJECTS: OPERATING								
		(\$23,719)	\$128,069	\$0	\$80,144	\$109,215	\$0	29,071.00
Transfers: Infrastructure Improvement Reserve								
570-023	HUR Revenue					\$140,412		
570-012	Real Property "Road Tax" Revenue (Current Year, Prior Year, Penalty & Interest)				\$99,325	\$105,333	6.05%	6,008.00
570-012	Personal Property "Road Tax" Revenue (Current Year, Prior Year, Penalty & Interest)				\$13,500	\$12,320	-8.74%	(1,180.00)
Total Transfer: Dedicated Infrastructure Improvement Reserve - Road Tax		\$0	\$2,241,812	\$0	\$112,825	\$258,065	128.73%	145,240.00
570-014	Transfer to NW/EP Trailer Reserve Fund							
570-015	Transfer to PEG Cable TV Reserve Fund		\$19,444					
570-017	Transfer to Greenbelt Station Reserve Fund				\$160,000	\$150,000		
570-025	Debit Srv. Phase II Road Impr				\$115,968	\$0		
Subtotal: Transfers to Reserves		\$0	\$2,261,256	\$0	\$388,793	\$408,065	4.96%	19,272.00
TOTAL OPERATING BUDGET								
		\$2,166,798	\$2,369,689	\$2,326,469	\$3,131,066	\$3,101,544	11.47%	359,271.00

* toters

**FY 2020 Proposed Budget
GENERAL FUND**

ACCT#	ACCOUNT NAME	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Proposed	% Change from FY19 to FY20	\$ Change from FY19 to FY20
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CAPITAL PROJECTS: FUND BALANCE & RESERVE

571-002	Infrastructure Improvements: Road Repairs			\$17,045	\$1,238,365	\$224,800	-81.85%	(1,013,565.00)	* Addt'l road work
571-003	Sidewalks Construction	\$34,925							
571-005	Public Works Vehicles	\$218,132			\$48,000			(48,000.00)	* Trash Truck & Pick up truck purchase
571-005	Public Works Equipment	\$218,132							
571-008	Architecture and Engineering of Town Office/2nd Story and Town Center Improvements				\$40,000				
571-011	Police Vehicles and Equipment		\$17,226	\$39,315	\$1,000	\$44,200	4320.00%	43,200.00	* New pd car
571-015	Buildings & Grounds Improvements	\$119,199	\$31,280	\$40,735	\$50,000				
571-017	Safe Routes to School Grant	\$82,452							
571-018	MHAA Bikeways Grant	\$672							
571-020	Demolition of Condemned Properties	\$15,315							
571-022	Economic Development Study			\$7,500	\$30,000				
571-024	Administraton Vehicle				\$30,000				

TOTAL CAPITAL PROJECTS: FUND BALANCE & RESERVE

\$688,827 \$48,506 \$104,595 \$1,437,365 \$269,000 -81.29% (1,168,365.00)

TOTAL EXPENDITURES OPERATING BUDGET & CAPITAL PROJECTS

\$2,855,625 \$2,418,195 \$2,431,064 \$4,568,431 \$3,370,544 -26.22% (1,197,887.00)

REVENUES OVER EXPENDITURES = Net Total

(\$479,588) \$587,143 \$727,386 (\$30,000) \$0